

**MINUTES OF THE WORK SESSION OF THE COUNCIL OF THE  
CITY OF AVON, OHIO HELD MONDAY, FEBRUARY 20, 2023  
IN THE COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING  
AT 7:30 P.M.**

**PRESENT:** Council Members: 1<sup>st</sup> Ward – Jennifer Demaline; Council-at-Large – Tammy Holtzmeier; 2<sup>nd</sup> Ward - Dennis McBride; 3<sup>rd</sup> Ward -Tony Moore; 4<sup>th</sup> Ward - Scott Radcliffe; Council-at-Large – Craig Witherspoon; Council-at-Large and Council President – Brian Fischer; Mayor – Bryan Jensen; Law Director – John Gasior; Finance Director– Steve Presley; Safety/Public Service Director – Duane Streater; Scott Wood, Engineer for CVE; Clerk of Council – Barbara Brooks

**ABSENT:** City Engineer – Ryan Cummins; Planning/Economic Development Coordinator – Pam Fechter

1. [ORDINANCE NO. 11-23](#) – AUTHORIZING THE MAYOR TO TAKE ALL ACTIONS NECESSARY TO ACCEPT THE NORTHEAST OHIO PUBLIC ENERGY COUNCIL (NOPEC) ENERGIZED COMMUNITY GRANT(S) Mr. Presley

Mr. Presley advised this legislation is for the 2023 calendar year and by taking this action it will allow the City to receive up to \$30,480.00 in grants from NOPEC. He said they are currently working on closing out the 2022 grant and he just submitted for reimbursement for over \$44,000 leaving the City with over \$14,000 from prior years. He stated the action Council will take on this Ordinance next week will allow the City to accept up to \$30,480.00 for 2023 from NOPEC.

Mrs. Demaline inquired what those funds are used for.

Mr. Presley advised under the grant project these funds can be used for anything from electric vehicle charging stations, traffic signal updates, efficiency windows, LED lighting; things that help improve the efficiency by upgrading to something new.

Mrs. Demaline asked if he knew the intention for the 2023 funds.

Mr. Presley advised he has not had that conversation with Mayor Jensen yet to decide what the 2023 funding should be used for.

Mrs. Demaline inquired what the City did with these funds in 2022.

Mayor Jensen advised the City upgraded some street lighting and, in the past, they have done some upgrades to our traffic signalization at intersections such as the one at SR 83 and Chester Road. He said typically they will bring it before Council and Council will approve the use of those funds unless Council suggests something else that they would like to designate for those funds. Mayor Jensen stated the purchases relate to some kind of energy savings.

2. [ORDINANCE NO. 12-23](#) – TO ESTABLISH A RANGE OF COMPENSATION FOR THE UNCLASSIFIED, FULL-TIME POSITION OF SECRETARY TO THE MAYOR Mayor Jensen

Mr. Fischer advised Ordinance Nos. 12-23, 13-23, 14-23, 15-23, 16-23, 17-23, and 18-23 were all dealing with compensation ranges for various positions.

Mayor Jensen advised the Mayor’s Secretary position was last updated in 2005. He said with the elimination of range 5 from the AFSCME contract that language was invalid. He said so it was updated and the hourly range of \$28.50-\$40/hour was added.

3. ORDINANCE NO. 13-23 – TO AMEND THE COMPENSATION RANGE FOR THE UNCLASSIFIED, FULL-TIME POSITION OF CLERK OF CITY COUNCIL Mayor Jensen

Mayor Jensen advised the range for this position was last updated in 2016. The range was adjusted to include the current salary of \$74,963.20 and the range was adjusted to \$65,000 to \$85,000.

4. ORDINANCE NO. 14-23 – TO ESTABLISH A RANGE OF COMPENSATION FOR THE UNCLASSIFIED, FULL-TIME POSITION OF ADMINISTRATIVE ASSISTANT TO THE POLICE CHIEF Mayor Jensen

Mayor Jensen advised the position of Administrative Assistant to the Police Chief was last updated in 2008. We updated and added the hourly range of \$28.50-\$40/hour.

5. ORDINANCE NO. 15-23 – TO ESTABLISH A RANGE OF COMPENSATION FOR THE UNCLASSIFIED, FULL-TIME POSITION OF ADMINISTRATIVE ASSISTANT/DISPATCHER FOR THE FIRE DEPARTMENT Mayor Jensen

Mayor Jensen advised the position of Administrative Assistant/Dispatcher for the Fire Department was last updated in 2014. We updated it and added the hourly range of \$28.50-\$40/hour.

6. ORDINANCE NO. 16-23 – TO ESTABLISH A RANGE OF COMPENSATION FOR THE PART-TIME, UNCLASSIFIED, POSITION OF ASSISTANT CLERK OF CITY COUNCIL Mayor Jensen

Mayor Jensen advised the position of Assistant Clerk of Council was last updated in 1998. We removed names of individuals from the position and updated to the hourly rate of \$20-\$30/hour.

7. ORDINANCE NO. 17-23 – TO ESTABLISH A RANGE OF COMPENSATION FOR THE PART-TIME, UNCLASSIFIED POSITION OF CITY TREASURER Mayor Jensen

Mayor Jensen advised the position of City Treasurer was last updated in 2019 so we updated the salary range to \$18,800-\$22,800.

8. ORDINANCE NO. 18-23 – ESTABLISHING A RANGE OF COMPENSATION FOR THE PERMANENT, PART-TIME POSITION OF CITY PROSECUTOR Mayor Jensen

Mayor Jensen advised that the position of City Prosecutor was last updated in 2008. We removed names of individuals from the position and updated to a salary range of \$50,000-\$62,500.

Mayor Jensen stated that the Administration is not going to change anything in the way that we come back to Council each year to accept wage increases. The only thing this does is on some of these as people are here long enough, we usually raise their range and so we have updated the ranges on the far end to make sure we include those for the next four or five years, but we will always come back to Council before putting a raise in there. We will not put a raise in there arbitrarily during the middle of the year or anything else. We will do it like we have done before but this is taking names away because that is the way it was in the past and doing some updating since some positions have not been updated since 1998.

Mrs. Demaline asked if HR is looking at all non-bargaining positions and looking at them in clusters in coming back to Council? Mayor Jensen said, yes, and Council will see that even tonight because the Fire Department is on tonight also. We are trying to do them in sections to make it easier; our HR person is going through each one and that is why you see so many tonight because we did not realize that all of these were kind of outdated. Almost six months ago you got through doing Police and so now we are trying to do Fire and if there are any other miscellaneous ones, we will try to pick them up.

Mrs. Demaline asked what methodology was used to determine the range. She said, for example, she was looking at the first one – the range for the Secretary to the Mayor is \$28.50-\$40. Is there a percentage that you

are looking at in that range or is there a set dollar amount? How are you deciding that spread between the minimum and the maximum?

Mayor Jensen stated that, in the the past, the person was named who was given those increases and so now what we have tried to do is to take it and put a range in there for the position. So let's say at some point if his Assistant left, we would feel comfortable with the low end of the range but also make sure that we can encompass what the wage would be in the next couple years, if they were given raises at 3%. So we try to encompass the upper end but also leave enough at the lower end that we thought was fair.

Mrs. Demaline said that she completely agrees with ranges and for the exact reasons that the Mayor noted. If somebody were to leave and somebody comes in with less experience, they should have a range to start possibly a little bit lower. She then asked again how HR determined what the range is; was it a salary survey or were they looking at a percentage from minimum/maximum?

Mayor Jensen explained that they tried to look at where the bargaining unit salaries were and then try to align them with some of the positions that we already have in place. And then also keep in mind that with it not being in a bargaining unit, that that also added a little bit of weight to it. So when you look at that \$28.50 – he thought that if you looked at something comparable, it would be somewhere around \$26/hour in that position doing what they do in terms of the AFSCME bargaining units and that is where we started.

9. [ORDINANCE NO. 19-23 – TO AMEND SECTION 3 OF ORDINANCE NO. 90-21 TO ESTABLISH A NEW DATE FOR ARBOR DAY](#) Tree Commission Recommendation

Mr. Moore, the Tree Commission Chairman, stated that the Tree Commission had a successful Arbor Day on November 5, 2022, but they thought it would be tempting fate to have it in November again this year. They felt it would be better to move the event to the first part of October for better weather chances and so they are asking to officially change the date.

Mr. Fischer stated that we are also going to consolidate items 10 through 15. These Ordinances all deal with Class Specifications in positions in the Fire Department. He then asked Fire Chief Dave Swope to go through each one of these Ordinances, No. 20-23 through No. 25-23.

10. [ORDINANCE NO. 20-23 – AMENDING §256.98 OF THE CODIFIED ORDINANCES OF THE CITY OF AVON TO REVISE THE CLASSIFICATION SPECIFICATION FOR THE POSITION OF FIRE CHIEF](#) Chief Swope

Chief Swope stated that, much like the compensation ranges, these class specs have not been updated with the Fire Department for many years. For Firefighters and Lieutenants, it has been around the 9-year mark, some have been over 10 years, some up to almost 20 years as far as Chief and Assistant Chief. So we went through and looked at them. Most of the updates are basically true updates such as listing modern incident command strategies, which is very common in the fire service now. Different instant management modules are updated that upper management and middle management have to have now. We made some word changes: “management” was changed to “effective management leadership”, so some updates are just new equivalents to different certifications that are offered as far as the Chief goes. “Long-term strategic planning” was added under Duties which was never in there and is obviously a Chief-level job. Then we added a little bit more of the knowledge, skills, and abilities for the use of the technology that we have now that we did not have before. We have given examples of different instant management systems in there and then obviously the networking and keeping together with the different agencies is really kind of the Chief's job. None of that was really in there before so that is the main update on that.

11. [ORDINANCE NO. 21-23](#) – AMENDING §256.98 OF THE CODIFIED ORDINANCES OF THE CITY OF AVON TO REVISE THE CLASSIFICATION SPECIFICATION FOR THE POSITION OF ASSISTANT FIRE CHIEF Chief Swope

Chief Swope noted that Assistant Chief is very similar to the effective leadership management. We added the duties of coaching subordinates, adjusting grievances, approvals of leave requests, approval of payrolls and just effective leadership principles to management levels of Captains, Lieutenants, and Assistant Chiefs. They have always been in charge of fire prevention but we added some of the codes and regulations. We added more of the mobile and portable radio equipment that we did not have before and then some rewordings and some grammatical errors that we fixed as far as the wording on responsibilities. And then we also redid some of the wording of participation in meetings in the Chief's absence.

12. [ORDINANCE NO. 22-23](#) – AMENDING §256.98 OF THE CODIFIED ORDINANCES OF THE CITY OF AVON TO REVISE THE CLASSIFICATION SPECIFICATION FOR THE POSITION OF ADMINISTRATIVE ASSISTANT/DISPATCHER FOR THE FIRE DEPARTMENT Chief Swope

Chief Swope stated that the Administrative Assistant is also our HIPA compliance officer which was never really in the specs. That is a position that we have always needed and in fact, as of late, they want you to do different risk assessments with that so we put that all on her plate which she has been doing anyway, so this is more of an update. She also dispatches for us but has a lot of communication with Lorain County 9-1-1 which is our overall dispatch center. We do not really dispatch ourselves like the Police do; we use a County-wide entity so all that is in there. And then allowing her to create intuitive record keeping. As the Administrative Assistant, she should be able to put record keeping programs into place, which she does currently.

13. [ORDINANCE NO. 23-23](#) – AMENDING §256.98 OF THE CODIFIED ORDINANCES OF THE CITY OF AVON TO REVISE THE CLASSIFICATION SPECIFICATION FOR THE POSITION OF FIRE CAPTAIN/PARAMEDIC Chief Swope

Chief Swope said that, surprisingly enough, using supervisory strategies, positive feedback, mentoring, counseling, verbal and written counseling, and corrective discipline were never part of the Captain's job description which is really what the Captain should be doing and Lieutenants also for that matter so that is why we added it there. Also in the original specifications, going back 9 years ago, they just had confined space rescue and did not list any of the other rescues that the Fire Department is now responsible for such as trench, building collapse, or a water search and rescue, so we had to add that in there and including the fire training instructor, which they have been doing anyway. The whole job spec had to do all with emergency calls and the Fire Department does a lot of non-emergency calls so Chief Swope thought it was important to add that they should be working in a professional manner even for non-emergency calls so that was added. And of course that ICS again, principles and practices of a system that keeps everyone safe at the scene and then adding all the equipment that they do use now. Positive feedback, interacting with the public, all these things that we have done before but they were just never really outlined. So they were added as he likes to be able to refer back to something if there is ever any questions. Lieutenant was the same; we did a similar overhaul with this job spec as far as that counseling, mentoring, and discipline. Again, they are in charge of the ship when the Captain is off. ICS principles again there – very similar to the Captain except the Captain has a little bit more overseeing and coordinating where the Lieutenant has more of an implementing and working more with the boots on the ground. The Lieutenant takes command of a scene until a high-ranking is present so very similar things but he can work independently until someone else takes over.

14. [ORDINANCE NO. 24-23](#) – AMENDING §256.98 OF THE CODIFIED ORDINANCES OF THE CITY OF AVON TO REVISE THE CLASSIFICATION SPECIFICATION FOR THE POSITION OF FIREFIGHTER/PARAMEDIC Chief Swope

Chief Swope stated that again, overhauls were done with the Firefighter specs with just the newest certifications that are out there as far as the NIMS (National Incident Management System) – the different qualifications they should be having, most coming out of fire school but if not, that is something we are training on. Everything is

computer-based now so they have to learn the software that we use to report to the State or to report to EMS agencies and so on. Other things that we have kind of changed with the Firefighter is we defined the EMS portion that they do as going with the Ohio Department of Public Safety so if that ever changes, we do not have to keep coming back every year. In the last several years it has changed a lot more medications that we give, and a lot more things that we are responsible for on the EMS calls. So we just follow what the State advises so we do not have to keep changing the job spec every time they change something. Again, the Chief said he thought it was important to include the non-emergency because it is a big portion of their job, that public sector and public service that are not always emergencies. We also added acts of violence such as mass shootings and the responses that the Firefighters could be involved in.

15. [ORDINANCE NO. 25-23](#) – AMENDING §256.98 OF THE CODIFIED ORDINANCES OF THE CITY OF AVON TO REVISE THE CLASSIFICATION SPECIFICATION FOR THE POSITION OF FIRE LIEUTENANT/PARAMEDIC Chief Swope

This Ordinance No. 25-23 regarding the Classification Specification for the Position of Fire Lieutenant/Paramedic was addressed by Chief Swope in Item No. 13 (Ordinance No. 23-23).

Mr. Fischer thanked Chief Swope and said he appreciated him updating these class specs. He then asked the Chief if he could just quickly summarize the process of updating these specifications. Chief Swope responded that initially he and the Assistant Chief looked at them and then they posted them for all the Firefighters, Lieutenants and Captains. We discussed at an officer meeting that these were coming, we were working on them and if they had suggestions to bring them to us and we had two or three suggestions. We posted and emailed the specs to everyone to review and confirm that these were all the things that they do. Obviously that is where the list was lengthened. After that, the Chief thought that the only feedback was one or two grammatical errors, so he thought that they did a fairly well-rounded job as far as getting the input and putting it out there and covering all the bases.

Mrs. Demaline stated that this updating is very important and it is not an easy thing to sit down and do and she thanked Chief Swope for taking the time to document what is done, and what needs to be done with all of these positions; it is so important to have it documented in writing. She then asked the Chief if he will sit down with each employee that is affected by these changed job descriptions, to have them sign off that they have received the new job descriptions?

Chief Swope said that he would and that is why he was so transparent to put it out there and make sure that everyone had it not only in their email and posted on a bulletin board but because they were going to sign them once Council approves them. He said he did not see any issue of why they would not because they have been involved; this is probably going on at least six months of work to put these specs together and for at least the last three months, they have had copies of them. Little tweaks here and there, maybe a word change, is about the only thing that we have changed in the last month.

Mrs. Demaline said it sounds like the Chief did a thorough job and she thanked him.

Mayor Jensen said to the Chief that we are not reinventing anything that the Fire Department does. This is actually what they do in the field. Unfortunately, since we have taken so long, changes were not listed as they progressed through the years. The Mayor said that from this point forward, we are going to review the job specs every year or every other year to make sure that anything that we change is a part of that.

Chief Swope said that is why he was excited about this because now you can look at these specs and say this is what each position does now. There are so many things that the Fire Department is responsible for now that he just thought it needed to be in writing for everyone's sake.

Mr. Fischer stated that items 16 through 20, Ordinance Nos. 26-23, 27-23, 28-23, 29-23, and 30-23 are all mowing contract bids and Mr. Streator is going to go through all of those for us and we will have questions at the end.

16. [ORDINANCE NO. 26-23 – TO AWARD THE BID FOR THE 2023 AVON PARKS MOWING CONTRACT NO. 1 \(THE AVON BOARD OF EDUCATION SOCCER FIELD COMPLEX, AQUATIC FACILITY GROUNDS, FIRE STATION SITE, POLICE STATION SITE, AND THE AVON POST OFFICE SITE\)](#)  
Mr. Streator

Mr. Streator stated that, as Council knows, they came in a couple weeks ago for permission to go out to bid for our mowing contracts for the 2023 season. We did that and the bids were returned last week. He, Streets Supt. Tim Loeser, and Michelle Morahan in the Service Dept., went through each of the bids for the five different contracts and came up with the best and lowest bid for each one. The first contract was for the Board of Education Soccer Field, the Aquatic Center grounds, and the Police Station, Fire Station, and Post Office sites and the lowest and best was from ESK Landscaping at \$29,400.

17. [ORDINANCE NO. 27-23 – TO AWARD THE BID FOR THE 2023 AVON PARKS MOWING CONTRACT NO. 2 \(THE AVON ISLE, THE COMMUNITY CENTER, AVON CEMETERY, STATE ROUTE \(SR\) 83 RIGHT-OF-WAY IN NORTHWEST QUADRANT OF THE SR 83 & SR 254 INTERSECTION, STONEY RIDGE ROAD GAZEBO SITE, OLD VILLAGE HALL, AND THE SENIOR CENTER & LITTLE LEAGUE PARK COMPLEX\)](#)  
Mr. Streator

Mr. Streator said that the second bid was for the Avon Isle, Community Center, Avon Cemetery, the SR 83 and SR 254 intersection, Gazebo site, Old Village Hall, and the Senior Center and Little League Park and the lowest and best bid was from Brightview Landscape Services for \$26,462.64. Mr. Streator added that we had five bids on the first contract and four bids on the second contract.

18. [ORDINANCE NO. 28-23 – TO AWARD THE BID FOR THE 2023 AVON PARKS MOWING CONTRACT NO. 3 \(SCHWARTZ ROAD PARK\)](#)  
Mr. Streator

Mr. Streator stated that the third bid is for Schwartz Road Park and the best and lowest bid was from ESK Landscaping at \$25,800. And again we had five bids for that contact.

19. [ORDINANCE NO. 29-23 – TO AWARD THE BID FOR THE 2023 AVON PARKS MOWING CONTRACT NO. 4 \(VETERAN'S MEMORIAL PARK AND ITS ENTRANCE WAY UP TO DETROIT ROAD\)](#)  
Mr. Streator

Mr. Streator said the number four contract is for Veterans Park and the lowest and best bid was from ESK Landscaping at \$51,000. And we had four bids for that contact.

20. [ORDINANCE NO. 30-23 – TO AWARD THE BID FOR THE 2023 AVON PARKS MOWING CONTRACT NO. 5 \(THE AVON CITY HALL COMPLEX INCLUDING THE AREA ADJACENT TO THE MIDDLE ROAD RIGHT-OF-WAY, THE NORTHGATE COMMUNITY CENTER SITE, NORTHGATE PARK, THE OLD COLORADO RIGHT-OF-WAY AT EATON DRIVE, AND THE CRUSHER STADIUM COMPLEX INCLUDING THE RECREATION LANE ENTRANCE UP TO STATE ROUTE 611 \(COLORADO AVE.\)](#)  
Mr. Streator

Mr. Streator stated that the last bid is contract number five which takes in City Hall, Northgate Community Center and Northgate Park, the old Colorado Right-of-Way at Eaton Drive, and Crushers Stadium complex. The lowest and best bid for that was Brightview Landscape at \$40,287.01 and we had four bids on that.

Mr. Streator noted that the total for all of the bids came back at \$172,949.65 – compared to last year, that is \$887,000 savings from what we paid last year when we bid that out.

Mr. Fischer said, so it looks like we have Brightview for two contracts and ESK for three contracts and Mr. Streator said, yes, that is correct, and we worked with both of these companies in the past. Mr. Fischer asked Mr. Streator if they were going to be able to keep up with all of this mowing and Mr. Streator said, yes, ESK worked for us last year at Veterans Park. They did a good job and the Streets Superintendent, Mr. Loeser was very happy with their performance.

21. ORDINANCE NO. 31-23 – TO AWARD A BID FOR THE JUST IMAGINE DRIVE PAVEMENT RESURFACING PROJECT Mr. Scott Wood, CVE Engineer

Mr. Wood stated that, on behalf of City Engineer Ryan Cummins, he was there to summarize the bids for the Just Imagine Drive Pavement Resurfacing Project. Bids were received on February 2, 2023. There was a total of eight contractors who submitted bids and the lowest bid for the project was from Specialized Construction at \$829,755. The bid was 5% below the engineer's estimate of \$874,055. This contractor has done work for the City before; they did some asphalt resurfacing on the Jaycox Road project to the north of Detroit Road. If they are approved for the contract, they could begin work the beginning of April and would complete work by the beginning of June. Completion date of the contract is July 31, 2023.

22. ORDINANCE NO. 32-23 – TO AWARD A BID FOR THE MAIN STREET & MIDDLE ROAD PAVEMENT RESURFACING PROJECT Mr. Wood

Mr. Wood said that, for this project, bids were received on February 9, 2023. There were eight contractors that turned in bids to the City and the low bidder on this project is Specialized Construction at \$406,367.50. The engineer's estimate for the project was \$437,020. so they were approximately 7% below the engineer's estimate. Mr. Wood said, as he mentioned, they have done work in the City of Avon before and in contacting them to get a tentative schedule for the project they will be able to start in mid-April and finish at the end of July. For this project the completion date is set in the contract at July 31, 2023.

Mr. Witherspoon asked what type of a replacement we are doing on this project? He stated that we have repaired these roads numerous times. Is this project going to be a total dig-out? Mr. Wood explained that it is a mill and resurfacing project with localized full-depth repairs. Mr. Witherspoon asked if that was going to be sufficient. Mayor Jensen said to Mr. Witherspoon that what they looked at was that a full replacement would probably have been close to \$1 to \$1.5 million dollars and we did not have that budgeted. This has been a problem for over 10 years, since before he became Mayor. We felt if we could do some of the full-depth repairs around some of the corners and fix those things, we could get another 10 years out of it, and we would be in really good shape. To tear it all out and redo it all again would mean that we would not be able to do anything else for our road program for a whole year. So our hope is that we get 10 years or more out of this repair before we have to redo the whole thing.

Mr. McBride noted that he spoke at length with Mr. Cummins about Main Street. He was of the opinion that we could mill and fill this, do a lot of repairs in the corner and near some of the edges. Mr. McBride stated that Mr. Cummins also also said we may find one or two soft spots in the middle where we will have to do full-depth repairs but he was pretty confident that it would hold out for awhile until we could tear it out and do it right.

23. ORDINANCE NO. 33-23 – TO AWARD A BID FOR THE CHERRY STREET, PEAR STREET, WILLO ROAD, & JENNIE STREET PAVEMENT RESURFACING PROJECT Mr. Wood

Mr. Wood stated that this project received bids on February 9, 2023, and there were six contractors who submitted bids. The lowest bidder was Barbicas Construction, Akron, and they have done two projects in the City of Avon in the last couple years. One was the French Creek Road resurfacing Phase 1 and the other was done in 2021 and it was the Nagel Road resurfacing project from Chester Road up to the railroad tracks. Their low bid was \$350,718.50 and the engineer's estimate for the project was \$412,057 so the bid was approximately 14% below the engineer's estimate. Mr. Wood contacted them and if awarded the contract, they would be able

to start the project at the end of April and would be finished by mid-to end of June. Completion date in the contract for this project is July 31, 2023.

24. ORDINANCE NO. 34-23 – GRANTING THE CITY’S CONSENT AND AUTHORIZING THE MAYOR TO ENTER INTO A SIGN INSTALLATION AND MAINTENANCE AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) FOR SIGNAGE TO IDENTIFY THE U.S. BICYCLE ROUTE SYSTEM Mr. Streator

Mr. Streator stated that a few years ago, ODOT and the Federal Dept. of Transportation determined bicycle routes throughout the country and this one was established and it comes up Stoney Ridge Road from N. Ridgeville and down Mills Road all the way to Westlake on Center Ridge Road. What this legislation allows for is that ODOT will install signage along that route along Mills Road designating it as the bike route. ODOT goes to each community with this legislation and procures an agreement for this; so this legislation is allowing the Mayor to sign this agreement.

Mrs. Demaline asked what exactly this entails. She said that her recollection of that area of Mills Road is one lane each direction and some steep roadside ditches on the sides. How exactly is that a bikeway? Mr. Streator said he was told that the route was determined a few years ago. From his understanding, the State and Federal Departments of Transportation came up with this route. Mayor Jensen added that it is not really what we would consider a nice bike route but that is the route they put together, drawing it out to make the most sense but not taking into consideration the conditions of the road and so asked us to put the signs up there. Mrs. Demaline asked if we have expressed to ODOT that this does not appear to be a safe way to direct bike traffic? Mr. Streator said that from what Mr. Cummins had said, this was approved by Council a couple years ago when they came with this route. He said that he could contact ODOT but he does not know that they are going to change the route. The route has been established and this is just allowing them to put up signs.

Mrs. Demaline said that, if she understands the agreement correctly, ODOT is putting up the signs and we as the local assume ownership of them and future maintenance, repair, and replacement of just the signs? Mr. Streator said, yes, just the signs. Mrs. Demaline noted that it seems like an unusual route and Mr. Streator said that he agreed.

Mrs. Demaline said that she would like to know a little bit more about this. Mayor Jensen stated that we can reach out to ODOT but they came up with these routes on their own and they go all the way to Columbus or even all the way to Cincinnati.

Mrs. Demaline stated that Mills Road is unlit, it is narrow, and it has steep sides of the road. She said that if there is any more information that Mr. Streator has, she thinks that would be helpful for her to understand this route a little better. She thinks it is going to bring up some questions when residents see the bike signs and they are familiar with the area and know that is probably not an ideal road for bikes.

Mr. Radcliffe asked Mr. Streator if he knew how many signs there are going to be and where they are going to be located by ODOT? We have had issues with signs in residents’ yards here in the City in the past and he was just curious. He asked if these signs are all going to be on the north side of Mills? Mr. Streator said that the drawing shows two signs along the entire stretch. Mr. Radcliffe asked if those are going to be in an industrial front yard or a residential front yard because we have both along Mills. Mr. Streator said he was not sure and will check on that. Mr. Radcliffe asked Mr. Streator if he could email the addresses out to Council of where the signs are going to be? He said he was just more curious than anything right now. Mr. Streator referred to the drawing and stated it looks like one sign is going to be near the corner of Mills and Stoney Ridge and he said that also in the brochure it shows an online map where you can click on that and it will show you the designated route that they have determined.

25. REPORTS AND COMMENTS



MAYOR JENSEN reported that there was an email that was circulating regarding Just Imagine Drive in terms of getting that resurfacing project done but asking that the road be swept and also patched. It has been swept and patched but we are seeing that in April they are going to start work on there so hopefully that will alleviate all those concerns.

Mayor Jensen stated that we had another bid out for resurfacing Williams Court and it came in above the engineer's estimate, so we are holding off on that. Also, none of the houses have been built in the development along Williams Court and we were hoping to get most of the houses built or most of the foundations in before we repave that so holding off on that bid should work in the City's favor.

The Mayor said that he just wanted to let Council know, too, that they are still looking at resurfacing Schwartz Road for this next year. He said that they promised Council that they would come forward with some of the projects for next year in the road program, so they are still working on that. But they are looking at Schwartz Road, Long Road, and Riegelsberger Road. So he will try to get all that together for Council in the next month or so to show them how we go about looking at those.

Mayor Jensen thanked Council that we will be able to resurface Cherry, Pear and Willo this year. That is one of those where we are now getting into certain neighborhoods that have not been done in a long time or have not gotten the attention that some residents would hope for so you see that we are starting to expand out to get things done.

#### COUNCIL MEMBERS:

MRS. DEMALINE, WARD 1, said that she was pleased to see that we are doing the road projects and it looks like they will be started as soon as April. So great job to Mr. Streator, Mr. Cummins, and Mr. Woods.

Mrs. Demaline said that she had a question on the livestock ordinance. It is her understanding that Ms. Fechter said it should be going to Planning Commission on March 15<sup>th</sup> and she asked if that was still the intention. Mayor Jensen responded, yes. Mrs. Demaline said that she has been getting a lot of questions on that. Where are we in that process? What is going to Planning Commission? Mayor Jensen said we are trying to figure out what portion Planning Commission will be recommending back to Council. The discussion within the Administration has been in terms of how we make it more of a Special Use and putting definitions to livestock so people can understand that. Typically, with all of our Special Uses, the parties involved agree to something. There have been some things that have been presented to Planning that have just been so specific that it became a formulation. The Mayor said he thought that on some of this issue, it was specifically geared to certain neighborhoods instead of fairness to everybody. As he and Ms. Fechter, and Mr. Gasior have talked about, we have one thing that is before us and we do not want to get too carried away to make things too encumbered. If we can agree to it in Planning and then also in Council, it alleviates the need to spend all this extra time working on something. We really have two sides of what people are arguing about: some do not want livestock in their area, but what is fair for everybody? And then, too, is the agreement in the Special Use that if it is not being abided by, it can always come back to Council and the Special Use can be withdrawn.

Mrs. Demaline asked if the information that is going to be presented to Planning Commission is currently in the works and will Council be able to see it in the packet before that Planning Commission meeting, and the Mayor said, yes.

MRS. HOLTZMEIER, AT LARGE, said that, just as a reminder, she is away from town on business next week and so she will not be present for next week's meeting.

Mrs. Holtzmeier stated that anyone who lives or travels on the streets that are included in the Road Program for this year will really appreciate having smoother roads so it is a good use of tax dollars. People will be happy to see that.

Mrs. Holtzmeier said that she wanted to circle back to the mowing bids for a moment just to ask an operational question. Some of the bidders included specifically their earliest start date and they actually give calendar dates which is fantastic when they are estimating a 30-week season, or longer. A couple of them with the lowest bid have the earliest start dates simply as "spring of 2023." That could affect the number of weeks they mow, therefore adjusting their bid, up or down especially in some of these contracts where the tabulations came in really close. So when they say the earliest start date is something a broad like "spring of 2023", how do

we hold them accountable for getting the most number of weeks? Mr. Streater responded that the bid is on a 30-week cycle and we typically try to begin the first week in April and we have specific days for the contract. Each contract has a specific date that they mow for that week and Michelle Morahan in the Service Department does a great job of tabulating each week that they mow to make sure that they have done their 30 weeks. This last year, we ran over with two weeks because the weather was so nice in November. In fact, at City Hall here we mowed one extra time. Mrs. Holtzmeier noted, so she was hearing that we are going to get our mow for our money. Mr. Streater said, yes, we keep track; Michelle Morahan is very much on top of this along with Street Supt. Tim Loeser. We did have a situation last year where even if there was a rain date, they were there the next day or made arrangements for that week to do that contract, so we never had a situation where we did not get a mow.

Mrs. Holtzmeier thanked Chief Swope for going through the job specifications and especially for asking those that are doing the work if he missed anything or what needed to be picked up. She said she would just encourage him to take a look at everything and think through it from a financial perspective, especially when it is the acquisition of capital assets and the strategic part of how do we continue to stay within budget. She said she knows it says "budget" on there but she would like a little more detail about it, especially in the top leadership positions. How that responsibility appropriately rests on those shoulders. She thanked the Chief for continuing to update all of that.

MR. MCBRIDE, WARD 2 thanked Chief Swope for coming tonight. He advised he had a follow-up question as AED's were discussed in a previous meeting and there was a question asked about how many AED's were around the City and where they were located. Mr. McBride said it stands to reason that they could not be stored outside due to weather conditions and theft and he did not expect an answer that night, but if he could find out some details about the number of AED's and where they are located.

Chief Swope advised he and Director Streater met with Ms. Harasimchuk, the Recreation Coordinator, last week and they discussed this topic. He said the Parks Department has several AED's throughout the City and three that they keep for use for any Parks program. Chief Swope clarified for any City sponsored Parks program, the instructor takes an AED with them to have on site during practices or games. He stated if the park is being used and it is not a City sponsored program then that group would be responsible for bringing their own AED. Chief Swope advised all the parks, except for Schwartz Road Park, have an AED in the umpire's room which is locked, but they are looking into a key code system to allow leaders to access the AED's. He said Ms. Harasimchuk is looking into the best location for an AED at Schwartz Road Park. Chief Swope stated the City has somewhere in the range of 5 AED's throughout the City and that does not include the Police Officers who have them in their squad cars and obviously the Fire Department has them. He advised he was impressed with the number of AED's that the City and the Parks have and that there is a policy in place for instructors/coaches of City run programs to have an AED on site much like the Police do.

Mr. McBride advised that is good to know and he would hope the Schools have a similar policy in place. He asked if the City buildings such as Utilities have AED's.

Chief Swope advised not all the City buildings have them, City Hall, the Senior Center, the Parks Department Office building and obviously Police and Fire have them. He said any City building that has more public access has an AED.

Mrs. Demaline thanked Mr. McBride for bringing that topic back up as she brought it up a couple of weeks ago. She said she knows a lot of the programming is run through community organizations; Avon Soccer League, Little League, the Football program, etc. which is the bulk of the recreational programs. Mrs. Demaline asked if those program leaders have AED's with them or access to them. She said Schwartz Road Park hosts a lot of events.

Chief Swope advised the Little League is what was discussed with Ms. Harasimchuk and Mr. Streater as an example. He said Ms. Harasimchuk or Mr. Streater may be better able to speak on this topic, but yes, all the coaches and those in a leadership role have access to an AED by key to the shed that houses the AED. Chief Swope stated that is the reason they are looking at an access code into the building should it be necessary. He advised they are still discussing some possible solutions, but they are looking at putting an AED at the Schwartz Road Park much like they have them at Veterans Park and the Little League Park.

Mrs. Demaline advised that would be great. She said her husband is a coach for the Avon Soccer League and he does not have any access to an AED or training or any knowledge whatsoever about an AED and she feels that is quite important. She said she is glad they are looking into that situation, and she thanked him.

Mr. Streator advised he and Ms. Harasimchuk are working on this issue. He said obviously accessibility to the AED is very important and when they talked about Schwartz Road Park or Veterans Memorial Park that even if there is an AED in a centralized location it could still be a good distance from the practice field. Mr. Streator agreed the adults running the programs should know how to use the AED's and that is one issue. He stated Ms. Harasimchuk is going to work with the different groups to encourage them to train their personnel and/or be able to have an AED nearby. Mr. Streator advised because of the security of the AED and if it is located at one field is not necessarily conducive for all the fields, but as mentioned all the Police vehicles have AED's in them and obviously the Fire Department response teams as well.

Mrs. Demaline advised she is assuming there would be some kind of cameras near the entrance to those locked areas.

Mr. Streator advised that is one of the problems they are working through especially with Schwartz Road Park because it would need some sort of camera system and be able to lock it up and the like. He said Ms. Harasimchuk is looking at a company that designs products for these kinds of situations because Avon is not the only community to have this issue. Mr. Streator stated the issue is how to make them accessible and yet somewhat secure against vandals is the challenge.

Mrs. Demaline thanked them for working on that issue.

Mr. McBride advised until they get all of this AED issue worked out, it may simply be that the organizations operating the programs whether it is soccer or baseball or what have you that if they do not have an AED available that they cannot use our facilities. He said it is great that the City has AED's in their facilities, but Schwartz Road Park and Veterans Memorial Park are big sites when running from one end to the other. Mr. McBride cited an incident where a young high school football player passed away but stated there are also a lot of parents and grandparents that attend these games that may not be in the best of health, and it may be the responsibility of the organization to have an AED on site and readily available. He advised he is surprised the State of Ohio does not have a Statute that requires that for any type of organized sport.

Mr. McBride thanked the Administration for the upcoming paving projects as Just Imagine Drive has been an ongoing complaint the past six years between widening the road and paving the road and the other issues in that location and he is glad that project is getting started.

MR. MOORE, WARD 3 had no comments.

MR. RADCLIFFE, WARD 4 advised it is wonderful to see the upcoming paving projects moving forward. He encouraged Mayor Jensen to have letters out to the residents on Pear, Willo, Jennie, and Cherry to let them know that work is forthcoming as he has been asked and that will be a little bit of disruption for those residents.

MR. WITHERSPOON, AT LARGE had no comments.

MR. FISCHER, AT LARGE reminded the rest of Council that Mrs. Holtzmeier will be absent next week. He said next week the remainder of Council would be present for the readings of the 24 pieces of legislation that will be acted on at the Regular Meeting.

#### DIRECTORS/ADMINISTRATION:

MR. CUMMINS, CITY ENGINEER was absent.

MR. WOOD, ENGINEER FOR CVE had no comments.

MS. FECHTER, ECONOMIC DEVELOPMENT/PLANNING COORDINATOR was absent.

MR. GASIOR, LAW DIRECTOR had no comments.

MR. PRESLEY, FINANCE DIRECTOR had no comments.

MR. STREATOR, SAFETY/PUBLIC SERVICE DIRECTOR advised he forwarded the bike path signage information to the Clerk requesting she forward it to Council. He said in looking at it further, it appears there is one sign that will be installed on Stoney Ridge Road and Mills Road with the north side of Mills Road in Avon and the south side of Mills Road in North Ridgeville. Mr. Streator stated when they receive the documents, they could see the bike route that goes through the State.

AUDIENCE:

Kerry Barvincak, Post Commander of the Avon VFW and resident on Detroit Road, advised there has been some controversy about the upcoming Memorial Day Parade and he was here to say that the members of the VFW are in total support of having the parade. He stated he hopes they understand some Veterans would rather wait at the memorial instead of walking in the parade as some of them do not feel comfortable receiving accolades for those that did not return home. Mr. Barvincak advised the day is about remembering those that made the ultimate sacrifice for our Country. He said Veterans Day is for living Veterans that they fortunate enough to return home. Mr. Barvincak stated the only other thing he is asking is that no candy be thrown at the parade. He advised the VFW has 2,000 small handheld flags that they would like to hand out to the children along the route. Mr. Barvincak said they held a meeting earlier tonight at the VFW and the consensus there was that it is time for the good folks of Avon to be able to show their support and gratitude for those that paid so costly a price for our freedom. He thanked Council for their time.

Mr. Fischer thanked Mr. Barvincak for coming tonight and he thanked him for his service to our country.

26. ADJOURN: 8:35 p.m.

There being no further business, the Work Session of Council was adjourned.

PASSED: \_\_\_\_\_

SIGNED BY: \_\_\_\_\_

Brian Fischer, Council President

ATTEST: \_\_\_\_\_

Barbara Brooks, Clerk of Council